



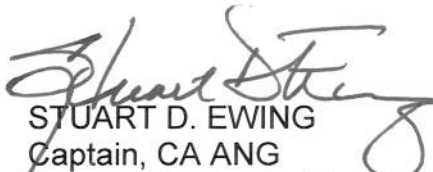
**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 07-45

5 December 2007

"No Fear Act" Mandatory Training for All Federal Technicians

1. Federal Law requires that all federal technicians complete the "No Fear Act" training set forth in Public Law 107-174, Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 (otherwise known as the "No Fear Act").
2. All current federal technicians of the California National Guard must complete the "No Fear Act" self-paced training course available online no later than 31 January 2008. The website for the course is www.calguard.ca.gov/oc/nofear/nofearcdopen.htm. All new employees appointed must complete this requirement during their new employee orientation. This course can be completed in approximately 60 minutes. Employees may use duty time to complete the course, providing workload and other priorities permit.
3. Supervisors and managers must ensure employees complete the course and provide printed certificates of course completion to their Remote Designees. Newly appointed federal technicians must provide the course completion certificates to their Remote Designees NLT 30 days after employment.
4. Remote Designees are required to consolidate and provide spreadsheets of the names, social security numbers and dates of completion for all current technicians completing this training. Remotes must e-mail the completion spreadsheets to christine.zell@us.army.mil and send the signed completion certificates to the Directorate for Human Resources (CAJS-J1-HR-EDS) NLT 8 February 2008.
5. Questions concerning the "No Fear Act" may be directed to CMSgt Michael Hunt, Acting – State Equal Employment Manager, at CAGNET 63646, DSN 466-3646, or (916) 854-3646, or to MSgt James Patton, Jr., Equal Employment Specialist, at CAGNET 63417, DSN 466-3417, or (916) 854-3417. Questions concerning training documentation may be directed to Ms. Christine Zell at CAGNET 63411, DSN 466-3411, or (916) 854-3411.


STUART D. EWING
Captain, CA ANG
Deputy Director for Human Resources

DISTRIBUTION:

Air: TA
Army: TA